



City of Freeport
REGULAR COUNCIL MEETING
9:00 AM/Council Chambers/Freeport City Hall
October 8, 2019 Minutes

I. Meeting Called to Order

The meeting was called to order at 9:00 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

Council members present: Mayor Russ Barley, Councilwoman Amanda Green, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman McCormick, Councilwoman Elizabeth Haffner.

Staff Present: Sewer Supervisor Robert Fawcett, Utility Billing Manager Debbie Roberts, Finance Officer Sara Bowers, Parks Director Charlie Simmons, Planning Director Latilda Neel, Water Supervisor Larry Tuggle, Planning Technician Brooke Jackson, Clerk Assistant Lori Cox, Finance Assistant Joyce Sunday, City Engineer Alex Rouchaleau.

II. Invocation and Pledge of Allegiance

The Invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

III. Request for Placement on the City Council Agenda – none.

IV. Public Comment on Consent Agenda – none.

V. Approval of Consent Agenda

1. Bills Paid
2. Regular Council Meeting Minutes September 10, 2019
3. Social Media Workshop Minutes September 10, 2019
4. Final Budget Hearing Minutes, September 16, 2019

Council Action: Councilman Farris motioned to accept the Consent Agenda with a correction on the September 10, 2019 minutes with regards to Councilwoman Green not voting. Councilwoman Brannon seconded the motion. All ayes; motion carried.

VI. Consideration of Additions/Deletions to Agenda

Parks Director Simmons: Addition of Splash Pad

City Engineer Rouchaleau: Addition of Change Order II Revision

Clerk Assistant Cox:

1. Mr. Eddy Update
2. Agenda Software Agreement

VII. Approval of Agenda with Additions/Deletions

Council Action: Councilwoman Brannon motioned to approve the Additions to the Consent Agenda as presented. Councilwoman Green seconded the motion. All ayes; motion carried.



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VIII. Staff Reports

A. Water – none.

B. Sewer – none.

C. Parks –

1. Splash Pad

- Parks Director Simmons requested to keep the Splash Pad open until further notice due to high temperatures.

Council Action: Councilman Farris motioned to allow the Splash Pad to remain open at Parks Director Simmons' discretion. Councilwoman Brannon seconded the motion. All ayes; motion carried.

D. City Clerk

1. Social Media Policy

- Clerk Assistant Cox presented a draft Social Media Policy to council. Discussion ensued and Council requested for Staff to make changes and bring back another revision.

Council Action: None.

2. Liberty Partners Contract for Services

- Clerk Assistant Cox presented the contract for Liberty Partners Lobbying Services for approval.

Council Action: Councilman Farris motioned to approve the contract. Councilwoman Brannon seconded the motion. All ayes; motion carried.

3. Alternates – Special Boards Calendar

- Cox announced that a Special Boards Calendar was created for Council in the event they could not attend a meeting.

Council Action: None.



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4. Pending List

- Clerk Assistant Cox presented the Pending List for direction on how to proceed and continue.
- Discussion ensued and Council consensus was to update the list once per month. Two checked items were noticed to not have been completed and remained on the Pending List. Billing – Bad Debt Write Offs and Finance – Forensic Audit. Council also decided to continue making motions in order to remove items from the Pending List.

Council Action: Councilwoman Haffner motioned to remove all checked items with exception to Bad Debt Write Offs and Forensic Audit. Councilwoman Brannon seconded the motion. All ayes, motion carried.

5. Mr. Buzz Eddy

- Cox updated Council on Mr. Eddy's intent to attend the City Council Meeting scheduled for October 24, 2019 in order to continue assisting with City Manager job description and position.

Council Action: None.

6. Agenda Software Agreement

- Clerk Assistant Cox requested a motion to approve the Agenda Software Agreement. Councilwoman Haffner requested to review the Agreement. Consensus was to bring back the Agenda Software Agreement at the next Council Meeting.

Council Action: None.

E. Finance

1. Budget Amendment #1

- Finance Officer Bowers presented a Budget Amendment for the 2020 Fiscal Year for the Wastewater facility process optimization.

Council Action: Councilwoman Haffner motioned to approve the Budget Amendment. Councilman Farris seconded the motion. All ayes, motion carried.



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2. Budget Amendment #6

- Finance Officer Bowers presented a Budget Amendment for FY 2019 for furniture purchased by the Sewer Department for the Planning Department.

Council Action: Councilman Farris motioned to approve the Budget Amendment. Councilwoman Haffner seconded the motion. All ayes, motion carried.

F. Billing – none.

G. Planning – none.

H. Legal – none.

I. Engineering

1. Change Order II

- City Engineer Rouchaleau informed Council that the Change Order approved at the last Council meeting needs to be increased by \$5,000 and to 31 days.

Council Action: Councilman McCormick motioned to approve the Change Order. Councilman Farris seconded the motion. Four ayes, Councilwoman Brannon, Councilman Farris, Councilman McCormick, Councilwoman Haffner. One nay; Councilwoman Green. Motion carried.

2. Update

- Rouchaleau informed Council that FDOT allocated \$160,000 to the Sidewalk project for Phase I and \$560,000 for construction to begin in 2023. First phase is approved. City Engineer will submit the second and third phases for approval.

Council Action: None.

3. Pending List

- Rouchaleau will provide and updated Pending List at the next meeting.

Council Action: None.

4. Legislative Appropriations

- Rouchaleau requested direction with how to provide the Legislative Appropriations. Council consensus was to allow City Engineer Rouchaleau to contact Liberty Partner and provide an update.

Council Action: None.



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IX. Old Business – none.

X. New Business

- A. Mayor Russ Barley
- B. Councilwoman Brannon
- C. Councilman Farris
 - Councilman Farris requested direction from City Attorney Clayton with regards to attending a workshop held by Superintendent Hughes as a guest. Consensus was to post the meetings publicly to remain transparent about the roles of any Councilmembers who may attend the meetings.

Council Action: None.

- D. Councilwoman Green
- E. Councilwoman Haffner
- F. Councilman McCormick

XI. Public Comment – none.



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XII. Adjournment

Mayor Barley motioned to adjourn the meeting. Meeting adjourned at 9:35 a.m.

CITY OF FREEPORT



Mayor

ATTEST:



City Clerk Assistant